

**ESSEX HOUSING AUTHORITY  
16 MAIN STREET  
CENTERBROOK, CT 06409  
mmansour@demarcomc.com  
860-767-1250**

**Present:** Janice Atkeson, Rick Stebbins, Gary Arnhold and Mary Mansour

**Called to Order**

Meeting was called to order at 4:10p.m. by board chair, Janice Atkeson.

**Approval of Minutes**

Minutes from the June, 2018 meeting were approved as written.

**Resident Report**

Gary Arnhold was present as Resident Representative. Residents would like permanent stop signs to be put in place of the temporary signs. Temporary signs in the cement buckets are unsightly. Also, reports of excessive use of the emergency access road and cars speeding around it. Offenders have been addressed directly when seen.

**Financials**

Recent financials were not available.

**Management Company Report**

No management company report.

**Manager's Report was read and discussed.**

Essex Court has no delinquencies.

Weekly lunches take place on Wednesdays at Essex Court. Residents also enjoy monthly Bingo in the Community room.

**Old Business**

All new railings have been installed. A few still need to be painted.

Fund raising efforts are under way to stock the new community kitchen at Essex Place with needed items. Reception to thank past contributors to Essex Place is scheduled for September 19<sup>th</sup>, 2018.

## **New Business**

An Emergency Operations Plan is being developed for both Essex Court and Essex Place.

Essex Court has had four vacancies over the last 8 weeks. Applicants from the waiting list have been notified, screened and accepted. All units are now secured.

Director and Officer insurance policy is due in July 2018. Secured.

Local Church would like to come on site to assist with maintenance items on Sunday September 16 2018. Items identified may include

- Power washing buildings
- Painting railings
- Altering the fence enclosure for EP trash
- Landscaping / mowing / weeding
- Window washing

## **EEAH**

No resolution for a fire suppression alternative for the new community kitchen at Essex Place. Board Chair continues to follow up.

HVAC heating / cooling units continue to have intermittent problems. The installer is aware of the issues and is working to correct the problem. SAV MOR on site August 21, 2018 to conduct a review of the entire system.

**NEXT MEETING is October 15, 2018 at 4PM.** Penny Fisher from CHFA plans to attend this meeting.

**Regular Meeting was Adjourned at 4:38pm.**

**Motions and Votes for Regular Meeting**

None

Respectfully submitted by Mary Mansour August 21, 2018